

~~SECRET~~

31 January 1957

ADMIN MEMO NO. 63

SUBJECT: Amendment to Cover and Administrative Emergency Procedures

25X1A6c REFERENCE: [REDACTED] 7857 (OUT 60486)

25X1X7
25X1A6a 1. With the beginning of training for [REDACTED] pilots at [REDACTED] it has become necessary to closely coordinate existing emergency procedures as they pertain to Kirtland Air Force Base and the use of that facility during emergency situations.

2. Arrangements have been made to amend current emergency procedures to include definite instructions as to the manner of requesting assistance for rescue or recovery from Gen. Canterbury or Col. Schilke at Kirtland Air Force Base.

25X1A6a 3. [REDACTED] will, when aware of vehicle difficulty in the vicinity of Kirtland Air Force Base, contact either Gen. Canterbury or Col. Schilke by telephone and will identify the pilot in the following manner:

25X1A2g

4. The arrangements cited above will greatly assist Kirtland Air Force Base officials in their dealings with the press and will permit them to make a normal initial announcement of the difficulty encountered. Such an announcement will eliminate the air of mystery which has previously surrounded assistance rendered to our vehicles.

5. All offices having copies of Emergency Procedures are requested to amend such procedures in accord with the above.

25X1A6a

[REDACTED]
Project Director of Administration

Distribution:
Hqs Staff Personnel

~~SECRET~~